Getting Started
in the
Educational Universe

Education Department
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Educational Universe Basics

Citizenships

1. Your citizenship(s) - each project is assigned 20 free citizenships to use within the Educational Universe. Please note that these citizenships <u>are not valid</u> in the standard Active Worlds Universe. Additional citizenships, if required, can be purchased from our offices. (see the <u>web site</u> for pricing information)
2. Citizenships are initially assigned names and passwords by our system. Most names are: worldname1-worldname20. Once you have received these citizenships, you may personalize the information to suit your needs. See details in the <u>Citizen Attribute section</u> of this document, or the <u>help files</u>.
3. **IMPORTANT NOTE:** The first citizenship for each group, i.e. worldname1 is the **CARETAKER** for your project's world. This means that this citizenship has access to the world menu and it's properties. This citizenship should be used by the Project's Coordinator or lead Virtual Designer. You can share access to the tools via shared privileges if necessary. However, the more people you give access to this tool, you run the risk of unwanted changes being made to your project. Please read the <u>help files</u> to fully understand the responsibilities of the **CARETAKER**.

Worlds

1. Each project is allotted one 400x400 world for free. Enlargements to your world or additional worlds can be arranged via our offices. (see the <u>website</u> for pricing information)
2. You will need to customize the rights within your world to meet your specific building needs. Please review the step-by-step procedures in the help files under the Active Worlds Server's subsection on **CONFIGURATION**.
3. There are several object paths being offered for free, and we anticipate that in time there will be additional free paths available for use. We will also be accepting donations for the Educational Universe1 path to help bolster the public domain objects available to world builders in the Educational Universe.
   a. Objects.activeworlds.com/aw (the standard AW library)
      i. Please see the object yard in Building
   b. Objects.activeworlds.com/Educational Universe1 (a version of the standard AWUniversity Public Domain Object Path)
      i. This object yard will be available in a few weeks.
   c. Objects.activeworlds.com/Educational Universe2 (objects donated by Active Art Designs)
      i. Please see the world Babel for samples of the objects.
4. You do not have to use the free object paths. You may download elements of them and create your own path, or use your own customs objects. However, you must provide the FTP hosting for these paths. Please see the <u>World Server</u> information in this document or the Creating a World section of the <u>Help Files</u> for directions on how to set up your own object path on your servers.

Building

1. There is information on building in the <u>Help Files</u> that ship with the browser.

2. Additional hands on demonstrations can be reviewed in the world Building in the Educational Universe. We will be arranging specialized advanced building clinics in the future.

Assistance

We're always happy to help you with whatever problems you may encounter while working in the Educational Universe. However, we recommend that you initially consult the information in the Help Files that come with the Educational Universe browser, as they will, more often than not, have the answer you need. This means you will get a much quicker solution than waiting for an email or telegram to be answered. If you have specific technical problems, please contact our Technical Support Department at support@activeworlds.com and indicate to them that you are an Educational Universe participant in the email.

If you have administrative questions or problems, please contact our Education Department at edu@activeworlds.com

Note: This document consists of excerpts from our Help Files and other documentation. This is not meant to be an all inclusive item, and it is highly recommended that you take time to review the materials in the Help Files.

Citizen Attributes

Your citizen attributes are accessed by selecting **Citizen...** from the Options Menu.

Using this dialog, you can change most of the attributes of your citizen account, including your name, your password, your privilege password, and your email address:
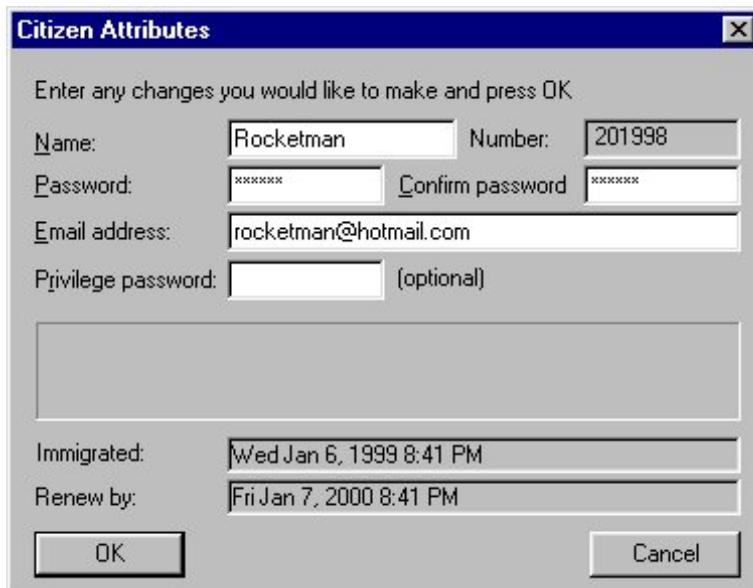
Your Citizen Number

Your citizen number uniquely identifies you, as does your citizen name. It is like an account number. Unlike your citizen name, your citizen number cannot be changed.

Sometimes, people may ask you for your citizen number, for example if they want to add you to a rights list in a world. If you don't know your number, this dialog is the place to look it up.

Changing Your Name

You can change your citizen name at any time. Simply type the new name into the **Name** field and press OK. If the new name is acceptable to the system, the dialog box will go away. You cannot change your name to a name that is currently in use by another citizen.

Note: you should use caution when changing your citizen name, even for short periods of time. When you change your name, *your old name becomes available again to other citizens!* Active Worlds can only reserve one name for you at a time, so it is possible for someone else to take your old name after you have switched to a new name, thus preventing you from ever returning to your old name again.

Changing Your Password

You can also change your password at any time. Simply type the new password into both the **Password** and **Confirm password** fields and press OK. If your new password is acceptable to the system, the dialog box will go away.

Changing Your Email Address

You can also change the email address associated with your account at any time. Simply enter the new email address and press OK. We encourage you to keep your email address

up to date at all times. While not required for citizenship, a valid email address allows us to contact you if there are any problems with your account. Also, this email address **must** be valid if you ever need to recover a forgotten password.

The Privilege Password

You only need a **privilege password** if you want other citizens to acquire the privileges of your account. See the HELP FILES (http://www.activeworlds.com/edu/help) for more information about sharing privileges. If you don't want anyone to acquire your privileges, we recommend leaving this field blank at all times.

Note: your privilege password cannot be the same as your login password.

Immigration and Renewal Dates

Finally, the Citizen Attributes dialog shows you the date your citizenship was created in the **Immigrated** field, and the date at which it will expire in the **Renew by** field. If the renewal date is less than 30 days away, you will receive a message from the **Immigration Officer** upon entry to Active Worlds, and a **Renew** button will appear in the main toolbar for extending your citizenship for another year.

Configuring Your World

After starting the Active World Server for the first time, the next thing you will probably want to do is to customize some or all of the **world options**. These are options affecting the appearance and access restrictions of your world, and are modified from within the Active Worlds Browser itself.

Start up the Active Worlds Browser and login to Active Worlds. If your world is running, you should see it listed in the World list on the left side of the browser window. You may have to scroll down the list in order to see your world name. If the world list is not currently displayed, click on the **Worlds** tab to bring it to the foreground.

If you have just started your world, it can take up to 60 seconds for the name to initially appear on the world list. If you don't see your world on the list, wait 60 seconds for the list to refresh, and then look again (if you still don't see your world in the list, then your World Server probably had problems starting up.) Left-click on the name of your world to enter it.

If this is first time you have run your world, an empty world with a single street object should appear shortly. This street object will be your starter object for building all future objects in your world, so **don't delete it!**

To begin customizing your world, go to the World Features dialog (select **World -> Features...** from the Options Menu.) If this option is not enabled in the menu, then you have not are not using an account that has caretaker privileges in your world, in which case you must either change accounts, or add the citizen number for your current account to the [rights] section of the world.ini file.

After setting the various options, you may also want to give certain people special rights in your world. To do this, go to the World Rights dialog (select **World -> Rights...** from the Options Menu.) This is also the place where you designate your world as a public or private world.

World Features

This dialog allows you to customize many different aspects of your world. It is accessible from the Options Menu.
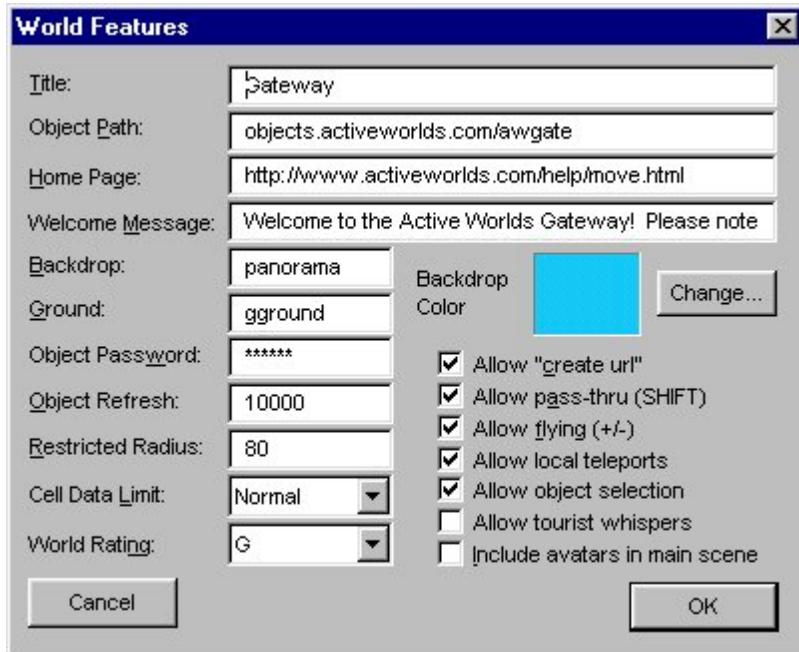
Title

This sets the name of your world as it appears in the browser's title bar. Also, when a user enters your world, if there is no welcome message specified, the **Immigration Officer** will use this name when welcoming them. For example, if you set your world title to be "Frank's Home Away From Home", the **Immigration Officer** will say "Welcome to Frank's Home Away From Home" to anyone who enters your world.

Object Path

The object path specifies the root of a directory on the World Wide Web which contains the objects for your world. The default is objects.activeworlds.com/aw, which contains the art for **AlphaWorld**, the original Active World founded in June of 1995. Note that this means that if you do not specify any object path for your world, you will still be able to build. However, in this case you will only be able to use the avatars, objects, and sounds from AlphaWorld.

Home Page

Users see this default web page after entering your world. Note that only users who currently have the integrated web browser turned on will see this page, so you cannot assume that all visitors to your world will see it. If a user encounters any other web pages while visiting your world (typically through "create url" or "activate url" actions on objects) they will override the home page.

Welcome Message

This message is displayed to all users who enter your world. Note that when you change this message, everyone currently in the world sees the new message right away. This can be a useful way to quickly put out an urgent message that you want to get to every person currently in your world (e.g."Warning: this world will be shutting down in 5 minutes.")

Backdrop

This is the name of a JPEG file to use for the backdrop image of your world. If you do not want a backdrop in your world, leave this field blank. The backdrop file is downloaded from the "textures" directory of your world's **Object Path**.

Ground

This is the name of an .rwx file to be used as the ground object in your world. As with the backdrop, you may leave this field blank if you do not want a ground object. The ground file is downloaded from the "models" directory of your world's **Object Path**.

Note: if you do not specify a ground object, your world will not have any gravity.

Object Password

In order to protect the art files in your world for unauthorized use by another party, you can scramble them using a password. This is done using the "-s" option of the **pkzip** utility when you are compressing the originals for placement on your object path. To protect your files, scramble all of them using the same password, and then specify that password in this field so that the browser will be able to uncompress them after download. If you are using a password, you do not need to scramble all of your files with it, only the ones you wish to protect. Note that since textures are stored on the object path as JPEG files, there is not currently a way to protect them with a password.

Object Refresh

This is how long it takes (in minutes) for a file on your Object Path to expire. After a file expires, the next time a user visits your world, their browser will check the web site to see if it the file has changed, and then download the file again if it has. As a rule, if the files in your world are changing rapidly you want to keep this value low in order to ensure that all users have the latest copies of all the files. On the other hand, if your object files are not changing, then you want to keep this value as high as possible (for example, many worlds use an object refresh of 10080, which is the number of minutes in one week). The problem with having a low object refresh period is that it increases the load on your web server, and also increases the bandwidth load on your visitors, since their browsers will be checking your web server much more often to see if the files have changed.

Restricted Radius

If your world is open to public building, the Restricted Radius allows you to reserve an area around "Ground Zero" (0N 0W) in which only people with the Special Objects right can build. The radius is specified in meters, and specifies a square area centered around Ground Zero.

Cell Data Limit

This allows you to specify how much data can fit within each cell (a cell is a 10x10 meter area) in your world. Exceeding the cell data limit is what causes the **Building Inspector** to gives his familiar message "Try building somewhere because this area is full". You can set the limit to one of three available levels:

- **Normal**: this is the default setting for all worlds. It is enough room for approximately 45 distinct objects (without actions or descriptions) in a single cell. We *strongly* recommend that this setting be used for any world that is open to building by the public.

- **Large**: this setting is for worlds that need an unusually high data limit. It is 70% higher than the **Normal** setting and is enough room for up to 75 objects in a single cell.

- **Huge**: this allows an absurd amount of data to fit into a single cell. The limit is almost 3 times the **normal** data limit. We *very strongly* recommend that you *do not* use this setting unless you know *exactly* what you are doing. In particular, setting the cell data limit to **huge** in a public building world is a recipe for disaster. The **huge** cell data limit can allow over 120 objects to placed within a single cell. This can cause a huge performance drag for your visitors both in terms of bandwidth and frame rate, and completely ruin the experience of your world. *Don't say we didn't warn you!*

World Rating

This allows you to set the current content rating for your world.

Backdrop Color

This is the color of the "sky" above and below your world's backdrop image. If your world has no backdrop image, then the entire background of your world will be this color. Most worlds use backdrop colors that closely match the top edge of their backdrop images, so that the backdrop image appears to blend seamlessly into the sky above it.

Allow "create url"

This option allows you to enable or disable the use of the "create url" trigger/action combination on objects built in your world. Some people find this action annoying, since a "create url" will cause a web page to appear in your web browser as soon as the object it is attached to comes into visible range. Worlds open for public building usually have "create url" disabled. If your world is not open for public building, then you may want to enable this option so you can use the "create url" command to achieve certain effects.

Allow pass-thru

Disabling this option disables the use of the SHIFT key in your world so visitors can no longer pass through solid objects. World Caretakers can still use the SHIFT key even if pass-thru is disabled.

Allow flying

Disabling this option disables the use of the +/- keys to fly in your world. Visitors will always be subject to gravity and can only walk around on solid surfaces. World Caretakers can still use the +/- keys to fly even if flying is disabled.

Allow local teleports

Disabling this option prevents visitors from using the teleport function to move from place to place instantaneously within your world. Any attempt to teleport, including attempts to teleport into your world from the outside, will bring the user to 0N 0W instead. Local teleports are typically disabled in conjunction with pass-thru and flying in order to create a world that is more "realistic" and which can allow the creation of challenging puzzles, mazes, and other games which could otherwise be circumvented using those functions. Caretakers are immune to this setting. **Note**: "teleport" commands attached to building objects will still work normally even if local teleports are disabled.

Allow object selection

If this is disabled, users who cannot build in your world will not be allowed to right-click on objects to select them. This is useful for example if you are building puzzles or games and want to prevent users from "cheating" by examining the action fields of objects.

Allow tourist whispers

If this is disabled, tourists will not be able to send whispers to other users in your world. The ability of citizens to send whispers is not affected. Version 2.2 and later of the Active Worlds browser will detect this setting and automatically disable the whisper field for tourists. Versions 2.2 and later of the world server will also detect this setting and block tourist whispers at the server side.

Include avatars in main scene

This tells the 3D renderer in your world to perform the extra calculations necessary to determine whether or not avatars are visible through building objects. Since this requires extra work from the CPU, **enabling this option will lower the frame rate in your world for all visitors!** The reduction in performance depends directly on the number of objects in the scene. In worlds with just a few objects, there may not be any noticeable reduction in performance. In worlds with large numbers of objects, the impact may be so severe so as to make your world unbearably slow for visitors. Use this option with care! The main purpose of this new feature is to make it available to certain types of worlds (such as game worlds) where not being able to see avatars through objects is absolutely critical to the "reality" of the experience. If this effect is not crucial in your world, we strongly recommend that you leave this option disabled. Also: enabling this option will disable the avatar "fade out" effect (i.e. avatars will simply vanish when they leave instead of slowly "fading out.")

World Rights

This dialog allows you to assign special rights to citizens in your world:
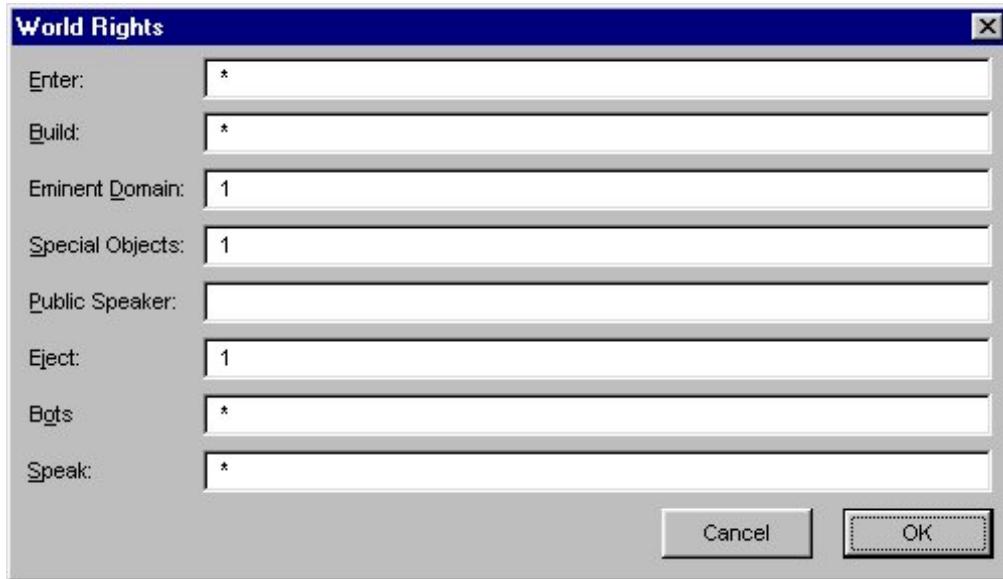
All rights lists can either be empty, indicating that no one has that right, the character "*" (a star), indicating that everyone has that right (including tourists!), or else a comma-separated list of citizen numbers. No other entries are valid in a rights list. An example of a valid rights list is:

78889,120045,149789,180566

Enter

These are the citizens who are allowed to enter your world. Note that if your Enter list is a "*", then everyone, including tourists, can enter your world, and your world will be displayed with a green light next to it in the **world list**. Any other setting for the Enter list will cause your world to have a red light next to it.

Build

These are the citizens who are allowed to build in your world. Take great care before setting this field to "*" in a public world (i.e. a world that also has "*" for the enter list) since that means anyone and everyone can enter your world and start building, which they definitely will do! Before opening your world to public building, you will probably want to have a registry in place so that property encroachment restrictions can be enforced.

Eminent Domain

Citizens with this right have the power to change or delete the property of other citizens in your world. For obvious reasons, you should take great care when giving someone this right, since it gives them a lot of power. For example, they could delete every object in your world if they wanted to.

Special Objects

The citizens on this list have the power to build with objects that begin with the letter "z". Normally, "z objects" are not available to the general building populace. This allows you to create special objects to customize a certain area in your world, without having that object duplicated all over the place by other users.

People with the Special Objects right can also build inside a world's Restricted Radius.

Public Speakers

Designates which citizens have public speaker status in your world.

It is not advisable to ever set the Public Speakers field to "*", even in a closed world. This serves no real purpose and puts unnecessary load on the World Server.

Eject

Designates which citizens have the right to Eject other users from the world.

Bots

Designates which citizens have the right to run Bots within the world. If you aren't going to be running bots in your world, we recommend leaving this field empty since unexpected bots can sometimes be unpleasant or disruptive to your visitors.

Speak

Designates who is allowed to speak in the world. In most cases, of course, this field should be left as "*". However in certain cases, such as a moderated discussion, or a speech by a guest speaker, it may be desirable restrict the ability to speak to certain individuals so that visitors cannot disrupt the course of certain events by speaking out of turn.

[Customs Aide]

Each world in the Active Worlds Educational Universe comes with a Customs Aide Bot. The bot is an administrative tool that offers each world owner some additional features not native to the Active Worlds browser or World servers.

Among the features that Customs Aide offers are:

- Automated ejection for vulgar or inappropriate language; flooding the screen with messages; and inappropriate use of bots.

- Ability to add and remove words from the list of inappropriate language. This offers you complete control over the definition of appropriate language for your students.

Future versions of the Customs Aide will also offer the ability to restrict access to certain areas of the world based upon user ID.

Customs Aide also assists us in restricting "tourist" access to specific worlds within the Educational Universe.

[Customs Aide] Commands List

Show Commands

Show:ps - indicates who in the area has PS

Show:neighbors - identifies neighbouring avatars

Show:status - indicates Customs Aide's present ejection status
- e.g.-[Customs Aide]: Eject status: Chat:on, Bot:on, Name:on, Flood:off. Ejection time is 300 seconds.

Show:citizens - This function will be enabled in future versions of Customs Aide, and it will allow you to indicate the identity of specific citizens allowed to enter a particular area of a world.

Eject Commands

Eject:chat:on - Turns on the automatic ejection based upon language

Eject:chat:off - turns off the automatic ejection based upon language

Eject:bot:on - turns on the automatic ejection of bots not indicated as allowed in the Customs Aide's files. This applies only to the immediate GZ area.

Eject:bot:off - turns off the automatic ejection of bots.

Eject:name:on - turns on automatic ejection based upon name. The names are ascertained by the list of acceptable words (see below).

Eject:name:off - turns off automatic ejection based upon name.

Eject:flood:on - turns on automatic ejection based upon flooding or spamming the screen. The bot looks for chat messages at intervals of 2 seconds or less. Messages are counted, then the warning message is whispered. If additional messages are counted, then an eject occurs. The bot also counts messages at an interval of 3 seconds or less - and if messages are detected, an eject occurs.

Eject:flood:off - turns off automatic ejection based upon flooding or spamming the screen.

Word Commands

Word:list - this will give you list of the words that are listed as **unacceptable** language for the world. The standard list includes some commonly used vulgar English slang terms. Words with * before them indicate that they are ejected wherever they occur. For example "**fuck**off" will will resort in ejection where as "cu**cum**ber" will not. The standard list includes:
*asshole
prick
bitch
pussy
shit
cock
cum
titty
cunt
whore
*douchebag
nigga
faggot
*fuck
jackoff
nigger

Word:add:newword - this will allow you to customize the list with additional words by replacing "newword" with the word you wish to add to the list.

Word:delete:oldword - this will allow you to delete words from the list by replacing "oldword" with the word you wish to delete from the list.